

## **Board of Public Health Meeting**

December 5, 2007

Virginia City, MT

On Wednesday, December 5, 2007, the Board of Public Health met at 4:00 PM in the Madison County Courthouse. Those Board members in attendance were Sarah Googe, Mary Beth Walsh, Doug Walsh, Bill Doggett, Cindy Sharp and Sally Sandell. Also in attendance were Molly Peterson and Jill Steeley.

Doug moved to approve the minutes from the September 26, 2007 meeting. Sarah seconded the motion. All voted aye and the motion passed.

### **Public Health Administrator Update**

- Trainings & Meetings attended:
  - o Created a Health Emergency Advisory Team that meets regularly and have able to accomplish purchasing collaborations between the two hospitals, getting the State MOU signed by MVH and keeping communication open between the two hospitals.
  - o Created a Multi-County Public Health Emergency Preparedness committee that meets monthly to discuss regional county cooperation during an emergency or disaster and also to work on grant deliverables.
  - o Association of Montana Public Health Officials monthly meetings
  - o Appointed Co-Chair of Public Health Systems Improvement Task Force
  - o Created an Incident Management Team with the County DES and Sheriff's Office. Core team of people who would be highly trained in Incident Management to respond to significant events in Madison County.
  - o Public Information Officer Training
- Activities:
  - o Flu clinics throughout the county with Molly
  - o Started 1<sup>st</sup> Quarter PHEP, IAP and MCH Grant Deliverables
  - o Started billing insurance for services
  - o Hosted a Pandemic Flu tabletop exercise with regional counties
- Future Plans:
  - o Get Memorandums of Understanding signed with schools and hospitals for alternative care sites during a disaster
  - o Maternity Leave for probably 4 weeks & work from home when needed

### **Public Health Nurse Update**

- Trainings & Meetings attended:
  - o Attended a CoCasa workshop in Billings (updates on recording immunizations)
  - o State Fetal Infant Child Mortality Review Team meeting (Molly is the Frontier County Representative)
  - o Medical Staff meeting at the Madison Valley Hospital
  - o Part of the Health Fair planning committee in Ennis
- Activities:
  - o Gave shots at monthly well-child clinics
  - o Hearing screenings at Sheridan School
  - o Daycare record inspection
  - o Made spreadsheets of immunization records for daycares
  - o Updated spreadsheets of immunizations for each school
  - o Completed annual immunization reports for schools
  - o Started Hep B shots at schools
  - o Flu clinics all over the county

- Updated all students on Tetanus, Diphtheria & Pertussis at Ennis School
- Future Plans:
  - Finish updating school records
  - Immunize children in the Amish Community
  - Update all students on Tetanus, Diphtheria & Pertussis
  - Teach 9<sup>th</sup> Grade “Responsible Choices” at the Sheridan School
  - Dental screenings at all the schools
  - Complete school immunization assessment for 7<sup>th</sup> Grade
  - Look into helmet safety and Scoliosis screenings for Spring Health Fair

### **Public Health Strategic National Stockpile Plan**

Jill stated to the Board that the Public Health Emergency Response Plans in the binder needed to be approved by the Board so that she could give them to the commissioners. The plan to be approved is the Strategic National Stockpile Plan. Sarah moved to approve the plan after review from the Board, Bill seconded the motion. All voted aye and the motion passed. Mary Beth asked that the pharmacists be added to the contact list. The Board will provide Jill with any other comments or changes by January 14, 2008. The next plan to be approved is the Communicable Disease Plan (updated version attached).

### **Board Member Vacancy**

Dr. Cindy Sharp said that she would be interested in filling the vacancy on the Public Health Board. Doug W. moved to approve the appointment of Dr. Sharp to the Board. Sarah seconded the motion. All voted aye and the motion carried.

### **Local Board of Health Training**

Jill said that the Work Force Development Committee that she is on is trying to develop a Local Board of Health Training and wanted to get a little input from a rural county’s perspective. The Board said it would be helpful, but maybe only in small doses (e.g. 10 – 15 minutes at every meeting). Another option would be to have a meeting dedicated only to that, so that the training could be done all at once and presented by someone from the state DPHHS. Jill will give these suggestions to the committee.

### **Laptop purchase**

Jill told the Board that she would like to purchase a laptop to use during her maternity leave and also to take to all the meetings she goes to for minute taking. There is money in the budget for this type of purchase. Doug W. moved to allow the purchase of a laptop, Sally seconded the motion. All voted aye and the motion passed.

### **Next Meeting**

The next meeting was scheduled for Wednesday, March 5, 2007 at 4:00 PM.

With no further items. The meeting adjourned at 5:00 PM.